

# DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION JOB OPPORTUNITY ENERGY and ENVIRONMENTAL PROTECTION BUREAU CHIEF

## PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public, State Employees

Location: Bureau of Outdoor Recreation, 79 Elm Street, Hartford, CT

Job Posting No: 106023

Type of Position: Full-time Permanent

Annual Salary: \$110,910 - \$151,230 MP 72 (New hires to State service will start at the minimum of the salary range.)

Closing Date: March 24, 2014

The BUREAU CHIEF will be responsible for oversight of the BUREAU of OUTDOOR RECREATION which manages Connecticut's state park lands and forests, a system comprised of 250,000 acres of beaches, parks, trails, campgrounds, boat launches, geologically significant areas, and historic sites and museums. The BUREAU of OUTDOOR RECREATION provides stewardship, outdoor recreation, and education compatible with long term protection of natural resources to more than 8 million visitors each year, and protects both public safety and the state's natural resources through enforcement of laws and regulations related to boating, fish and game, commercial fishing, wildlife management, recreational vehicles, and Homeland Security.

**DESCRIPTION OF DUTIES** The BUREAU CHIEF will be responsible for direction of all BUREAU OF OUTDOOR RECREATION programs and staff activities, including the State Parks and Public Outreach, Law Enforcement, and Boating Divisions. Duties will include:

- Development of, and responsibility for, Bureau programs and policies, including comprehensive long and short range plans and strategies which support the agency mission and goals;
- Administration of Bureau resources and fiscal operations, including negotiation, solicitation, and management of funds and resources, and determination of priorities for acquisition and expenditure to support and/or develop Bureau programs and projects;
- Creative management of dynamic issues and influences effecting Bureau programs and implementation of organizational change when necessary;
- Participation in the review and formation of agency policy, program priorities, funding, legislation, and regulations and implementation of agency policy within the Bureau;
- Response to inquiries from the general public, constituent groups, media, Governor's Office, General Assembly, Congress, and federal, state, and local officials concerning recreational, environmental, and public safety issues and programs in State Parks and Forests:
- Negotiation of agreements and strategies with federal and private agencies regarding recreational and environmental issues and programs; and
- Representation of the agency and state in related activities.

**Special Requirements** The incumbent will be required to work nights, weekends, and holidays, especially between Memorial Day and Labor Day, and will also be required to travel and to maintain a current driver's license.

## **ELIGIBILITY REQUIREMENTS** Candidates must meet the following conditions:

Candidates must have (12) years of professional experience in natural resource management, public outdoor recreation, environmental conservation, strategic operational environmental planning, or other related environmental protection field. (State employees who currently hold the title of Energy and Environmental Protection Bureau Chief or who have attained permanent status in that job classification may apply for lateral transfer.)

**Special Experience** Three (3) years of the General Experience must have been in a managerial capacity, defined as formulating program goals and objectives, developing and implementing program procedures, initiating program policies and developing and monitoring the budget. (For State employees, managerial Special Experience is interpreted as at the level of Energy and Environmental Protection Division Director, Assistant Division Director, or Office Director, or other comparable managerial State title responsible for the management of staff performing environmental protection work.)

**Substitutions Allowed** For the General Experience, college training in a scientific or technical discipline related to the environmental field may be substituted on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree. A Master's degree in a scientific or technical discipline related to the environmental field may be substituted for five (5) years of the General Experience. A law degree with a concentration in natural resources or environmental protection, or a Doctorate degree in environmental protection, may be substituted for six (6) years of the General Experience. NOTE: Education may be substituted for a maximum of six (6) years of the General Experience. There is no substitution allowed for the Special Experience. **NOTE:** A scientific or technical discipline related to the environmental field includes, but is not limited to, biological, earth, or physical sciences; environmental planning; environmental law; economics; leisure services; geographic information systems; geography with a concentration in geographic information systems; natural sciences, natural resources, or related field.

### PREFERED CRITERIA

The preferred candidate will have:

- Experience in outdoor recreation and natural resource management, law enforcement, and boating safety and regulation, and knowledge of applicable federal and state laws and regulations;
- Excellent leadership ability and interpersonal, negotiation, and conflict resolution skills;
- Excellent oral and written communication;
- Ability to delegate effectively, balance competing priorities, and manage multiple tasks simultaneously;
- Experience organizing and directing complex operating units and supervising and motivating a large, diverse professional and technical staff working in multiple locations;
- Experience working with legislators, community groups and constituencies;
- Experience formulating and implementing legislation, policies, and regulations;
- Experience planning and implementing budgets and knowledge of financial analysis;
- Experience utilizing analytical and organizational strategic planning skills to foster program goals and objectives;
- Personal experience in outdoor recreation or with natural resources, such as camping, hiking, boating, wildlife watching, hunting, fishing, horticulture, etc.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

**APPLICATION INSTRUCTIONS** To be considered for this position, qualified candidates must submit a cover letter, resume, and Application for Employment (<u>CT-HR-12 form</u>) to be received no later than the Closing Date above. Current State employees must also include copies of their two most recent performance appraisals. (<u>Incomplete packages will not be considered</u>.)

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### AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action and Equal Opportunity Employer that is committed to complying with the Americans with Disabilities Act. To request an accommodation contact us at (860) 418-5910 or <a href="mailto:deep.accommodations@ct.gov">deep.accommodations@ct.gov</a>